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**File 610: File 610 now contains data from 3/99 forward. Archive data (1986-2/99) is available in File 810.*
[File 810] Business Wire 1986-1999/Feb 28
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[File 647] CMP Computer Fulltext 1988-2008/Apr W3
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[File 674] Computer News Fulltext 1989-2006/Sep W1
(c) 2006 IDG Communications. All rights reserved.
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(c) 2008 The Gale Group. All rights reserved.
[File 47] Gale Group Magazine DB(TM) 1959-2008/May 01
(c) 2008 The Gale group. All rights reserved.
[File 621] Gale Group New Prod.Annou.(R) 1985-2008/Apr 24
(c) 2008 The Gale Group. All rights reserved.
[File 636] Gale Group Newsletter DB(TM) 1987-2008/May 06
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[File 16] Gale Group PROMT(R) 1990-2008/May 07
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[File 160] Gale Group PROMT(R) 1972-1989
(c) 1999 The Gale Group. All rights reserved.
[File 148] Gale Group Trade & Industry DB 1976-2008/Apr 23
(c) 2008 The Gale Group. All rights reserved.
**File 148: The CURRENT feature is not working in File 148. See HELP NEWS148.*
[File 624] McGraw-Hill Publications 1985-2008/May 09
(c) 2008 McGraw-Hill Co. Inc. All rights reserved.
**File 624: Homeland Security & Defense and 9 Platt energy journals added Please see HELP NEWS624 for more*
[File 369] New Scientist 1994-2008/Apr W1
(c) 2008 Reed Business Information Ltd. All rights reserved.
[File 484] Periodical Abs Plustext 1986-2008/May W1
(c) 2008 ProQuest. All rights reserved.
[File 613] PR Newswire 1999-2008/May 12
(c) 2008 PR Newswire Association Inc. All rights reserved.
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[File 813] PR Newswire 1987-1999/Apr 30
(c) 1999 PR Newswire Association Inc. All rights reserved.
[File 634] San Jose Mercury Jun 1985-2008/May 08
(c) 2008 San Jose Mercury News. All rights reserved.
[File 370] Science 1996-1999/Jul W3
(c) 1999 AAAS. All rights reserved.
**File 370: This file is closed (no updates). Use File 47 for more current information.*
[File 553] Wilson Bus. Abs. 1982-2008/Apr
(c) 2008 The HW Wilson Co. All rights reserved.
[File 98] General Sci Abs 1984-2008/May
(c) 2008 The HW Wilson Co. All rights reserved.

Set Items Description
S1 8211 S CELL? ?(5N)(CLICK? OR TAP? ? OR TAPPING OR TAPPED OR TICK OR TICKED OR TICKING OR TOUCH???)
S2 32 S S1(10N)((INCREASE? ? OR INCREASING OR ADDING OR ADD?? OR ADVANCE? ? OR ADVANCING OR UPDAT??? OR CHANG??? OR UPDATE OR UPDATES OR UPDATING OR UP()DATES OR UP()DATE OR UP()DATING OR REVISE OR REVISING)(3N)(VALUE? ? OR SCORE? ? OR NUMBER? ?))
S3 34462 S (DROP()DOWN OR DROPDOWN)(3N)(MENU? ? OR LIST?)
S4 32 S S1(10N)S2
S5 43 S S1(10N)S3
S6 29 RD (unique items)
S7 24 S S6 AND PY=1963:2004
S8 32 S S1(10N)S2
S9 22 RD (unique items)

S10 18 S S9 AND PY=1963:2004

?

Subject summary

Increasing the value cell:

? t /3,k/all
10/3,K/1 (Item 1 from file: 15) [Links](#)
ABI/Inform(R)
(c) 2008 ProQuest Info&Learning. All rights reserved.
02846499 790122141
Reality 101: Profit Planning with Spreadsheets
Thomas, Mike
Management Accounting Quarterly v5n1 pp: 45+
Fall 2003
ISSN: 1528-5359 Journal Code: MCCQ
Word Count: 5754
Text:

...the sales volume. So, "Set cell" is the goal cell (D23), and its value ("To value") is zero, "by changing cell" B9. When you click "OK," the correct solution is displayed.

c. So I know you used the Goal Seek...

10/3,K/2 (Item 2 from file: 15) [Links](#)
ABI/Inform(R)
(c) 2008 ProQuest Info&Learning. All rights reserved.
02679617 525184721
Collaborate on Spreadsheets
Goldwater, Paul; Mahoney, Lois S
Journal of Accountancy v197n1 pp: 61-65
Jan 2004
ISSN: 0021-8448 Journal Code: JAC
Word Count: 1762
Text:

...displays the name of the author, the time of the change and the original and changed value of the cell. To enable tracking of changes, click on Tools, Track Changes and Highlight Changes (see exhibit 5, page 63).

That will evoke...

10/3,K/3 (Item 3 from file: 15) [Links](#)
ABI/Inform(R)
(c) 2008 ProQuest Info&Learning. All rights reserved.
02667389 428584201
Excel yourself
Blackwood, Neale
Australian CPA v73n8 pp: 65
Sep 2003
ISSN: 1440-8880 Journal Code: AAA
Word Count: 420
Text:

...you will see the numbers 1, 2, 3 listed. If you type a number in cell A4 and then click the B1 drop down list you will see the new number has been added to the list. Deleting the last number(s) will also adjust the list. This formula...

10/3,K/4 (Item 1 from file: 647) [Links](#)
CMP Computer Fulltext
(c) 2008 CMP Media, LLC. All rights reserved.
01054642 CMP Accession Number: HPC19950701S0051
Mastering Word: Keep these 20 tricks up your sleeve-Follow our tips, and whether you're a newcomer or an old pro, you can make magic with your word processing software.
(Fun And Games-Great Escapes For Grown-Ups)
Mary Campbell
HOME PC , 1995 , n 20 , PG125
Publication Date: 950701
Journal Code: HPC Language: English

Record Type: Fulltext

Section Heading: Features

Word Count: 2450

, 1995 , v

Text:

...master document, and vice versa.

19. Have sum fun.

Here's a quick way to add up numbers in a Word table:

Click on the cell in which you want to see the total, then go to the Table menu and...

10/3,K/5 (Item 1 from file: 674) [Links](#)

Computer News Fulltext

(c) 2006 IDG Communications. All rights reserved.

022387

Customizable Applications

Journal: Computerworld Page Number: 105

Publication Date: April 06, 1992

Word Count: 556 Line Count: 40

Publication Year: 1992

Text:

...by using a data consolidate feature. An Autosum button on the Toolbar allows users to add numbers in a row or column by choosing a cell that contains the sum and clicking on the button.

Acknowledgments

The product information on these two pages was collected with assistance...

10/3,K/6 (Item 1 from file: 275) [Links](#)

Gale Group Computer DB(TM)

(c) 2008 The Gale Group. All rights reserved.

02638838 Supplier Number: 90683375 (Use Format 7 Or 9 For FULL TEXT)

The next new thing. (The handheld educator: Special Advertising Section).(Advertising)

Technology & Learning , 23 , 1 , S1(4)

August , 2002

ISSN: 1053-6728

Language: English Record Type: Fulltext

Word Count: 2045 Line Count: 00175

...the list of functions. Scroll down and select the formula you need.

Edit a Formula:

Tap on the cell containing the formula and place your cursor within the formula. Change the values or tap on another cell whose contents you would like to include in the formula.

Copy a Formula and Use...

20020801

10/3,K/7 (Item 2 from file: 275) [Links](#)

Gale Group Computer DB(TM)

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02339434 Supplier Number: 56063075 (Use Format 7 Or 9 For FULL TEXT)

Timesaving 101.(tips)

BRADLEY, HELEN

Home Office Computing , 17 , 10 , 72

Oct , 1999

ISSN: 0899-7373

Language: English Record Type: Fulltext; Abstract

Word Count: 4637 Line Count: 00363

...Tricks

One Through 20 To quickly number data in a Word table, select the target cells, then click the Numbering button on the Formatting toolbar. The numbers will update automatically as you alter the table.

Tabs in Tables If you use tabs to format...

19991001

10/3,K/8 (Item 3 from file: 275) [Links](#)

Gale Group Computer DB(TM)

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01724279 Supplier Number: 16114659 (Use Format 7 Or 9 For FULL TEXT)

Lightship Professional 4.0. (Pilot Software's decision support software) (Software Review) (Evaluation)

Brooks, Peter L.

DBMS , v8 , n1 , p79(3)

Jan , 1995

Document Type: Evaluation

ISSN: 1041-5173

Language: ENGLISH Record Type: FULLTEXT; ABSTRACT

Word Count: 1940 Line Count: 00149

...of cell data. You can override most of these global tables' actions down to the cell level by pointing and clicking to select the cells. Cells can be color-coded based on data values.

By adding logic, you can let users drill down to greater levels of detail by clicking on...

19950100

10/3,K/9 (Item 4 from file: 275) [Links](#)

Gale Group Computer DB(TM)

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01463917 Supplier Number: 11593566 (Use Format 7 Or 9 For FULL TEXT)

Smarter spreadsheets revolutionize analysis: new features mean you'll never have to play 'what if' again. (Software Review) (Evaluation)

Cooper, Tom

Computer Shopper , v11 , n12 , p523(3)

Dec , 1991

Document Type: Evaluation

ISSN: 0886-0556

Language: ENGLISH Record Type: FULLTEXT; ABSTRACT

Word Count: 1922 Line Count: 00147

...a specific value, like make profit equal \$100,000. All you need to do is click in the appropriate "Set" cell.

Next, select the cells whose values may be changed. If you desire, place constraints on them (they're not required). Just click on a...

19911200

10/3,K/10 (Item 5 from file: 275) [Links](#)

Gale Group Computer DB(TM)

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01425772 Supplier Number: 10580256 (Use Format 7 Or 9 For FULL TEXT)

Lotus 1-2-3/G vs Excel for PM: who's the best spreadsheet winner under OS/2? (Software Review) (evaluation)

Varhol, Peter D.

Personal Workstation , v3 , n4 , p75(3)

April , 1991

Document Type: evaluation

ISSN: 1047-4013

Language: ENGLISH Record Type: FULLTEXT; ABSTRACT

Word Count: 2191 Line Count: 00163

...Macintosh. When compiling formulas, for example, the Mac version defaults to addition operations, so to add cell values you simply click on the cells. In both 1-2-3/G and Excel for

OS/2, you must explicitly key...

19910400

10/3,K/11 (Item 6 from file: 275) [Links](#)

Gale Group Computer DB(TM)

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01207590 Supplier Number: 06169062 (Use Format 7 Or 9 For FULL TEXT)

Optimization - finding the best possible answer.

Scharf, Alan Z.

Lotus , v3 , n4 , p92(6)

April , 1987

ISSN: 8756-7334

Language: ENGLISH Record Type: FULLTEXT

Word Count: 3627 Line Count: 00280

...200 of the more profitable double-drive tape decks can be produced, despite an adequate number of tape drives. Change the value in cell C5 to 200. Now there are 200 tape drives left (cell G17), which seems to dictate the number of single-drive tape decks you should produce...

19870400

10/3,K/12 (Item 1 from file: 47) [Links](#)

Gale Group Magazine DB(TM)

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06361843 Supplier Number: 88128426 (USE FORMAT 7 OR 9 FOR FULL TEXT)

Ease Excel Input.

PC Magazine , NA

March 12 , 2002

ISSN: 0888-8507

Language: English Record Type: Fulltext

Word Count: 1353 Line Count: 00100

...value to 200, the Maximum value to 30000, the Incremental change to 10, and the Cell link to E4, then click OK. In cell B4, type -E4 and test the spinner. The E4 value will change in increments of 10 within the range 0 to 30000, giving B4 values ranging from

...

20020312

10/3,K/13 (Item 2 from file: 47) [Links](#)

Gale Group Magazine DB(TM)

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04204836 Supplier Number: 16553883 (USE FORMAT 7 OR 9 FOR FULL TEXT)

Spreadsheets Q&A. (question-and-answer)(Here's How) (Column)

Scoville, Richard

PC World , v13 , n3 , p254(2)

March , 1995

Document Type: Column

ISSN: 0737-8939

Language: ENGLISH Record Type: FULLTEXT

Word Count: 1030 Line Count: 00073

...is Fill by Example; in Excel, use Edit/Fill/Down.)

Next, you replace the original numbers with the increased values: With the same block selected, right-click again and choose Copy. Click cell A1, and choose Edit/Paste Special. In the Options section of the resulting dialog box...

19950300

10/3,K/14 (Item 3 from file: 47) [Links](#)

Gale Group Magazine DB(TM)

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04161669 Supplier Number: 16265945 (USE FORMAT 7 OR 9 FOR FULL TEXT)

Add sticky notes, replace your buttons. (Q&A) (question-and-answer) (Lotus Special Section)

PC World , v12 , n12 , pL28(3)

Dec , 1994

ISSN: 0737-8939

Language: ENGLISH Record Type: FULLTEXT

Word Count: 2187 Line Count: 00157

...F5..I8 as the table range, F2 as Input Cell 1, and G2 as Input

Cell 2. Press <Enter> (or click OK), and 1-2-3

calculates your totals. If you change any of the values in

range A1..C19 of the worksheet, you need to press <F8> to update the

...

19941200

10/3,K/15 (Item 1 from file: 621) [Links](#)

Gale Group New Prod.Annou.(R)

(c) 2008 The Gale Group. All rights reserved.

02550757 Supplier Number: 62959283 (USE FORMAT 7 FOR FULLTEXT)

'Cell'ebreate Summer With Hertz' Cell Phone Rental Bonus Offer.

PR Newswire , p 7378

June 26 , 2000

Language: English Record Type: Fulltext

Document Type: Newswire ; Trade

Word Count: 462

...this increase in travel and with travelers constantly seeking the best ways to stay in touch while abroad, we developed the cell phone promotion to highlight the added value of renting with Hertz and to reaffirm our commitment to our customers traveling internationally."

Customers...

20000626

10/3,K/16 (Item 1 from file: 148) [Links](#)

Gale Group Trade & Industry DB

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16762845 Supplier Number: 112484560 (USE FORMAT 7 OR 9 FOR FULL TEXT)

Collaborate on spreadsheets: how to share Excel files with others on your network.

Goldwater, Paul; Mahoney, Lois S.

Journal of Accountancy , 197 , 1 , 61(5)

Jan , 2004

ISSN: 0021-8448

Language: English

Record Type: Fulltext

Word Count: 1847 Line Count: 00141

...displays the name of the author, the time of the change and the original and changed value of the cell. To enable tracking of changes, click on Tools, Track Changes and Highlight Changes (see exhibit 5, page 63).

(ILLUSTRATION OMITTED)

That...

20040101

10/3,K/17 (Item 2 from file: 148) [Links](#)

Gale Group Trade & Industry DB

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06803441 Supplier Number: 15148006 (USE FORMAT 7 OR 9 FOR FULL TEXT)
Microcomputer applications in the library. (creating newsletters with WordPerfect for Windows Ver. 5.2)
Duval, Beverly K.; Main, Linda
Library Software Review , v12 , n4 , p42(6)
Winter , 1993
Document Type: evaluation
ISSN: 0742-5759
Language: ENGLISH
Record Type: FULLTEXT
Word Count: 4246 Line Count: 00307

...table. Double-click on a marker to display the dialog box if you want to change the number of rows or columns. Press Tab or click on a cell to move from one cell to another. To use Tab inside a cell, press Ctrl...

19931222

10/3,K/18 (Item 3 from file: 148) [Links](#)
Gale Group Trade & Industry DB
(c)2008 The Gale Group. All rights reserved.
05885013 Supplier Number: 12293855 (USE FORMAT 7 OR 9 FOR FULL TEXT)
Harley vs Honda: America's bikemaking rivalry thrives on world-class quality, lean and clever production, and export-driven growth. (Cover Story)
Brooke, Lindsay
Automotive Industries , v172 , n5 , p24(6)
May , 1992
Document Type: Cover Story
ISSN: 0273-656X
Language: ENGLISH
Record Type: FULLTEXT; ABSTRACT
Word Count: 3476 Line Count: 00272

...faded green enamel but still well within tolerance, are run by a single operator who adds extra value performing other tasks, such as drilling and tapping. (Harley cell operators average three to four tasks, the same as Honda.) Elsewhere, older machines are linked...

19920500

?

dropdown menu list:

? t /3,k/all
7/3,K/1 (Item 1 from file: 15) [Links](#)
ABI/Inform(R)
(c) 2008 ProQuest Info&Learning. All rights reserved.
02727252 637150021
Tap Into XBRL's Power the Easy Way
Naumann, Jeffrey W
Journal of Accountancy v197n5 pp: 32-39
May 2004
ISSN: 0021-8448 Journal Code: JAC
Word Count: 2766
Text:

...displayed in the hierarchy shown in the pane. From the Select a context for markup drop-down menu, select the correct context for the data in the revenue cell. Then click Apply Markup to

tag the data in XBRL format, which is indicated by the blue...

7/3,K/2 (Item 2 from file: 15) [Links](#)
ABI/Inform(R)
(c) 2008 ProQuest Info&Learning. All rights reserved.
02667389 428584201
Excel yourself
Blackwood, Neale
Australian CPA v73n8 pp: 65
Sep 2003
ISSN: 1440-8880 Journal Code: AAA
Word Count: 420
Text:

...you will see the numbers 1, 2, 3 listed. If you type a number in cell A4 and then click the B1 drop down list you will see the new number has been added to the list.
Deleting the last...

7/3,K/3 (Item 3 from file: 15) [Links](#)
ABI/Inform(R)
(c) 2008 ProQuest Info&Learning. All rights reserved.
02167346 73084861
Smoothing model helps predict sales: Forecasting the future
Gross, Kevin D
Journal of Property Management v66n3 pp: 52-55
May/Jun 2001
ISSN: 0022-3905 Journal Code: JPM
Word Count: 1237
Text:

...of the program.)
1. Open the program and click on the tab titled "Quarterly."
2. Click on the yellow cell titled "Enter Last Quarter" and a drop-down menu will appear. Scroll down this menu until you locate the quarter for which you have...

7/3,K/4 (Item 4 from file: 15) [Links](#)
ABI/Inform(R)
(c) 2008 ProQuest Info&Learning. All rights reserved.
01906006 05-56998
Using a database as a trading tool: Part III
Ruggiero, Murray A Jr
Futures-Cedar Falls v28n6 pp: 60-62
Jun 1999
ISSN: 0746-2468 Journal Code: CMM
Word Count: 2393
Text:

...Omitted)
2. Open the Data menu, select Filter and select Auto Filter. Excel will display drop-down list arrow buttons inside each of the heading cells.
3. Click the drop-down arrow for the field you want to filter.
4. Select the entry...

7/3,K/5 (Item 1 from file: 647) [Links](#)
CMP Computer Fulltext
(c) 2008 CMP Media, LLC. All rights reserved.
01113638 CMP Accession Number: WIN19961202S0010
Applications - From communications to word processing these tips help you work smarter and faster.
WINDOWS MAGAZINE , 1996 , n 712A , PG109
Publication Date: 961202
Journal Code: WIN Language: English
Record Type: Fulltext
Section Heading: 2,001Tips
Word Count: 21042
, 1996 , v
Text:

...Eliminate repetitive entry of the same text string when entering data in a list. Right-click in a blank cell and choose Pick From List to display a drop-down list of all previous entries for that column.

More than the Sum of its Parts

Use...

7/3,K/6 (Item 1 from file: 275) [Links](#)

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02720998 Supplier Number: 104210384 (Use Format 7 Or 9 For FULL TEXT)

236 tips tricks & tweaks: here it is: our first-ever tips issue! We've harnessed the brain-power of Computer Shopper's editors to tell you how to do everything better. (Ultimate Tips Guide).

Computer Shopper , 23 , 7 , 81(12)

July , 2003

ISSN: 0886-0556

Language: English Record Type: Fulltext

Word Count: 8458 Line Count: 00671

...cells, press Ctrl+C, and select the cell range where you want to paste the cells. Click the drop-down menu next to the Paste button on the toolbar, and select Transpose.

* Be cell-ective: To...

20030701

7/3,K/7 (Item 2 from file: 275) [Links](#)

Gale Group Computer DB(TM)

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02573642 Supplier Number: 82078438 (Use Format 7 Or 9 For FULL TEXT)

What If? Excel's Scenario tool makes investigating possibilities a breeze.

Bradley, Helen

PC Magazine , 20 , 19 , 83

Nov 6 , 2001

ISSN: 0888-8507

Language: English Record Type: Fulltext

Word Count: 1447 Line Count: 00109

...changing the figures in the worksheet itself. Then, to add this as a scenario, highlight cells C3 through C6, and click in the drop-down Scenario list. Type the name Borrow extra \$25K, and press Enter. You'll find this new scenario...

20011106

7/3,K/8 (Item 3 from file: 275) [Links](#)

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02410811 Supplier Number: 63026512 (Use Format 7 Or 9 For FULL TEXT)

Excel Charts: The Layout of the Land.

WALKENBACH, JOHN

PC World , 18 , 7 , 227

July , 2000

ISSN: 0737-8939

Language: English Record Type: Fulltext

Word Count: 757 Line Count: 00060

...Toolbox toolbar. Click the Properties button to display the Properties box for the worksheet, then click the cell labeled xlNoRestrictions and use the drop-down list to change the EnableSelection property to xlUnlockedCells. Close the Properties box. As long as the...

20000701

7/3,K/9 (Item 4 from file: 275) [Links](#)

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02120995 Supplier Number: 19994444 (Use Format 7 Or 9 For FULL TEXT)

Apex's True DBGrid Pro 5.0 jump-starts database application development.(Development Tools) (Product Information)

Nicolaisen, Nancy

Computer Shopper , v16 , n16 , p639(3)

Dec , 1997

ISSN: 0886-0556

Language: English Record Type: Fulltext; Abstract

Word Count: 1967 Line Count: 00155

...is represented at runtime by a small button at the right-hand side of the cell. When the user clicks on the button, the drop-down list appears, and if a selection is made from the list, the cell contents are updated...

19971200

7/3,K/10 (Item 5 from file: 275) [Links](#)

Gale Group Computer DB(TM)

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01936721 Supplier Number: 18288990 (Use Format 7 Or 9 For FULL TEXT)

Rogue Wave's JFactory opens doors for Java developers. (Rogue Wave Software development tool) (Software Review)(Evaluation)

Nicolaisen, Nancy

Computer Shopper , v16 , n6 , p604(3)

June , 1996

Document Type: Evaluation

ISSN: 0886-0556

Language: English Record Type: Fulltext; Abstract

Word Count: 2649 Line Count: 00206

...corresponding handler listed on the right. To select a handler for a particular event, you click on the right-hand cell of the event/handler entry, and a drop-down list appears. Clicking on one of the choices in the handler list automatically links the control...

19960600

7/3,K/11 (Item 6 from file: 275) [Links](#)

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01834349 Supplier Number: 17396927 (Use Format 7 Or 9 For FULL TEXT)

Using PC databases as query tools. (sophisticated capabilities in Microsoft Access, Borland Paradox)(includes related article on new ways to query in Microsoft Access 95)(PC Tech)(Column)(Tutorial)

Ricciardi, Sal

PC Magazine , v14 , n16 , p239(5)

Sep 26 , 1995

Document Type: Column Tutorial

ISSN: 0888-8507

Language: English Record Type: Fulltext; Abstract

Word Count: 3969 Line Count: 00305

...query in the QBE grid. You can choose a sort order for a column by clicking in the Sort cell and choosing from the resulting drop-down list.

You supply match criteria

19950926

7/3,K/12 (Item 7 from file: 275) [Links](#)
Gale Group Computer DB(TM)
(c) 2008 The Gale Group. All rights reserved.
01684158 Supplier Number: 15338374 (Use Format 7 Or 9 For FULL TEXT)
Visual Basic add-ons for corporate developers. (Cover Story)
Mezick, Dan
Data Based Advisor , v12 , n5 , p42(6)
May , 1994
Document Type: Cover Story
ISSN: 0740-5200
Language: ENGLISH Record Type: FULLTEXT; ABSTRACT
Word Count: 3454 Line Count: 00277

...which facilitates fetching data from a table (or join) and applying edits interactively. All support "cells" which, when clicked, can reveal a dropdown list. The spreadsheet-style "grid" control

19940500

7/3,K/13 (Item 1 from file: 47) [Links](#)
Gale Group Magazine DB(TM)
(c) 2008 The Gale group. All rights reserved.
07102705 Supplier Number: 133520544 (USE FORMAT 7 OR 9 FOR FULL TEXT)
Double drop-down validation in Excel.(USER TO USER)(Brief Article)
PC Magazine , 23 , 10 , 92(1)
June 8 , 2004
Document Type: Brief Article
ISSN: 0888-8507
Language: English Record Type: Fulltext
Word Count: 328 Line Count: 00026

...s suppose the user will choose a category in cell E2 and a product in cell F2. Click in E2 and select Validation from the Data menu. Select List from the drop-down titled Allow and enter =Categories in the Source box, then click OK. This establishes a...
...can enter only values found in the Categories range, and those values appear in a drop-down list.

Now click in cell F2, select Data...

20040608

7/3,K/14 (Item 2 from file: 47) [Links](#)
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05433101 Supplier Number: 20631309 (USE FORMAT 7 OR 9 FOR FULL TEXT)
Word Processing Tips. (Question and Answer)
PC World , v16 , n6 , p296(1)
June , 1998
ISSN: 0737-8939
Language: English Record Type: Fulltext
Word Count: 1074 Line Count: 00082

...width to match their width in Word.

4. With the table still selected, choose Format. Cells* click the Alignment tab, select Top from the Vertical drop-down list, and check the Wrap text box. Click OK.
5. To apply one of Excel's...

19980601

7/3,K/15 (Item 3 from file: 47) [Links](#)
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05231175 Supplier Number: 21153631 (USE FORMAT 7 OR 9 FOR FULL TEXT)

Calculate the Difference Between Two Dates in Excel. (Product Support)

Walkenbach, John

PC World , v16 , n10 , p294(1)

Oct , 1998

ISSN: 0737-8939

Language: English Record Type: Fulltext

Word Count: 577 Line Count: 00045

...the proper data type (text, number, or date) and within the proper numeric range. The drop-down list produced with the feature appears when a user clicks the cell (see FIGURE 3).

Here's how to create a drop-down list:

1. Type the list of valid entries in a single column. If you like, you

...

19981000

7/3,K/16 (Item 4 from file: 47) [Links](#)

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04805364 Supplier Number: 19684910 (USE FORMAT 7 OR 9 FOR FULL TEXT)

Inside Office 97. (Microsoft Office 97 business application suite) (Product Support)

McCracken, Harry; Campbell, George

PC World , v15 , n9 , p140(11)

Sep , 1997

ISSN: 0737-8939

Language: English Record Type: Fulltext; Abstract

Word Count: 7168 Line Count: 00528

...resulting dialog box, click the Alignment tab, select Center in both the Horizontal and Vertical drop-down menus, select Merge Cells, and then click OK. Your worksheet will now contain an oversize cell with plenty of room for a...

19970900

7/3,K/17 (Item 5 from file: 47) [Links](#)

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04715488 Supplier Number: 19238506 (USE FORMAT 7 OR 9 FOR FULL TEXT)

Working with pivot tables. (Microsoft Excel spreadsheet feature) (Here's How) (Product Information)(Tutorial)

Scoville, Richard

PC World , v15 , n4 , p256(1)

April , 1997

Document Type: Tutorial

ISSN: 0737-8939

Language: English Record Type: Fulltext

Word Count: 520 Line Count: 00041

...to the right to align the variables, as in step 4. To select a salesperson, click the drop-down list by cell B1. If you add contracts or a new salesperson to the database sheet, select Data...

19970400

7/3,K/18 (Item 6 from file: 47) [Links](#)

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04145703 Supplier Number: 16264038 (USE FORMAT 7 OR 9 FOR FULL TEXT)

Build your own dialog boxes. (Macros) (Lotus Special Section) (Tutorial)

Cranford, Richard

PC World , v12 , n10 , pL24(3)

Oct , 1994

Document Type: Tutorial
ISSN: 0737-8939
Language: ENGLISH Record Type: FULLTEXT; ABSTRACT
Word Count: 2487 Line Count: 00168

...The combo box is still empty, but when you click the arrow next to the drop-down list, you see the vendor names that you entered starting in cell A:F1. Click one of the vendor names, and you'll see it in the box above the...

19941000

7/3,K/19 (Item 7 from file: 47) [Links](#)
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04135991 Supplier Number: 16198170 (USE FORMAT 7 OR 9 FOR FULL TEXT)
Add emphasis with color. (Improving Your Skills) (Lotus Special Section) (Tutorial)
Conatser, Kelly R.
PC World , v12 , n9 , pL21(2)
Sept , 1994
Document Type: Tutorial
ISSN: 0737-8939
Language: ENGLISH Record Type: FULLTEXT; ABSTRACT
Word Count: 1286 Line Count: 00094

...color in releases 4.x and 5.0 for Windows, choose Style/Worksheet Defaults and click the Cell Background drop-down list in the dialog box. The palette that appears displays 256 colors, most of which are...

19940900

7/3,K/20 (Item 1 from file: 16) [Links](#)
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10662601 Supplier Number: 106679619 (USE FORMAT 7 FOR FULLTEXT)
The inside edge on Excel cell borders; Over 2 you Helping readers with technical tangles.(City)
Daily Telegraph (London, England) , p NA
August 19 , 2003
Language: English Record Type: Fulltext
Document Type: Newspaper ; General
Word Count: 600

...choose a shortcut key, say a. Choose Personal Macro Workbook from the Store Macro In drop-down list. Then click OK.

Now use Format, Cells, Border in the usual way to set up the required border style in the cell...

20030819

7/3,K/21 (Item 1 from file: 148) [Links](#)
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0017129803 Supplier Number: 118443309 (USE FORMAT 7 OR 9 FOR FULL TEXT)
Tap into XBRL's power the easy way: the Microsoft Office Tool for XBRL benefits all financial reporting participants.(extensible markup language)
Naumann, Jeffrey W.
Journal of Accountancy , 197 , 5 , 32(8)
May , 2004
ISSN: 0021-8448
Language: English
Record Type: Fulltext
Word Count: 2945 Line Count: 00248

...displayed in the hierarchy shown in the pane. From the Select a context for markup dropdown menu, select the correct context for the data in the revenue cell. Then click Apply Markup to tag the data in XBRL format, which is indicated by the blue...

20040501

7/3/K/22 (Item 2 from file: 148) [Links](#)
Gale Group Trade & Industry DB
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13482649 Supplier Number: 75216418 (USE FORMAT 7 OR 9 FOR FULL TEXT)
Forecasting the Future.
Gross, Kevin D.
Journal of Property Management , 66 , 3 , 53
May , 2001
ISSN: 0022-3905
Language: English
Record Type: Fulltext
Word Count: 1350 Line Count: 00112

...of the program.)

1. Open the program and click on the tab titled "Quarterly."
2. Click on the yellow cell titled "Enter Last Quarter" and a drop-down menu will appear. Scroll down this menu until you locate the quarter for which you have...

20010501

7/3/K/23 (Item 1 from file: 484) [Links](#)
Periodical Abs Plustext
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05580407
Quick tips: Excel 95/97/2000/2002: 1
Anonymous
Smart Computing in Plain English (IPCN) , v13 n7 , p 82
Jul 2002
ISSN: 1093-4170 Journal Code: IPCN
Document Type: Instructional
Language: English Record Type: Abstract
2002
Abstract:

An Excel formula sometimes appears to fail. Before tinkering with the SUM function, highlight cells one is trying to total, click the Format menu and click Cells from the drop-down menu. Dealing with Microsoft Corp's Excel is discussed.

7/3/K/24 (Item 2 from file: 484) [Links](#)
Periodical Abs Plustext
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03939200 Supplier Number: 98425974 (USE FORMAT 7 OR 9 FOR FULLTEXT)
Spreadsheets
Walkenbach, John
PC World (GPCW) , v16 n10 , p 294
Oct 1998
ISSN: 0737-8939 Journal Code: GPCW
Document Type: Commentary
Language: English Record Type: Fulltext; Abstract
Word Count: 575
1998
Text:

...the proper data type (text, number, or date) and within the proper numeric range. The drop-down list produced with the

feature appears when a user clicks the cell (see FIGURE 3).

Here's how to create a drop-down list:

1. Type the list of valid entries in a single column. If you like, you

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